



DALLAS INTERNATIONAL UNIVERSITY

Full-time Professor in World Arts

Job Description

Primary Function

The person in this position will serve as the course head for courses in World Arts. He/she will oversee any associate instructors and teaching assistants and will perform administrative tasks as required for the smooth functioning of the Center for Excellence in World Arts.

Authority

The supervisor for this position is the Chair of the Center for Excellence in World Arts (CEWA). Full-time professor candidates are reviewed by the department, the Academic Affairs Committee, and are appointed by the President.

Salary type: Supported

Major Responsibilities

Full-time candidates are expected to teach courses in accordance with the descriptions published in the DIU Catalog, upholding the academic standards of DIU; provide academic guidance to students through academic advising, teaching courses, and guiding research projects and theses; assume supplementary faculty responsibilities, e.g., develop and update curricula, participate in faculty meetings, serve on campus committees, participate in professional development activities, adhere to the policies, principles, and procedures of Dallas International University.

All faculty position inquirers must submit an application, a current curriculum vitae (CV), and official post-secondary transcripts in order to be considered a ready applicant for faculty positions.

Supervisor Authority

May supervise teaching assistants or associate instructors.

Communications

Internal

Daily contact with students and frequent contact with professors and department chair

External

1. Some contact with administrators at other academic institutions
2. Frequent contact with members of the educational community.

Student Contact

Daily contact with students during the work week (answering emails and providing office hours).

Physical Requirements

Requires only occasional, moderate physical effort.

Working Environment

Seldom or never exposed to unpleasant working conditions.

Education / Experience

Applicants should:

- Have a terminal degree in a world arts-related field such as ethnomusicology or folkloristics, worship studies or theology of the arts, missiology, anthropology, arts performance, or expressive arts therapy, with a publication record demonstrating an expertise that would contribute to the department.
- Be willing to receive a broad foundation of on-the-job training in world arts before receiving a teaching assignment, with the understanding that unless they have a degree in World Arts, this may take a year or more.
- Demonstrate an ability to teach creatively and effectively.
- Be committed to the academic community and to academic excellence.
- Be proficient in written and spoken English.
- Be committed to continued personal and professional development.

Certification

No licensure or certification required.

Job-related Skills

1. Experience in teaching in higher education
2. A research record in their domain of interest

3. Academic administration skills, ability to use Microsoft Teams, Word, Excel and strong organizational skills
4. Experience in teaching using a Learning Management System (e.g. Canvas)

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by the staff in this job. Staff members may be requested to perform job-related tasks other than those specifically presented in this description.